Vendor CMAS Contract Number Appendix D Sample sugmeD

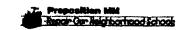
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Campus Vendor CMAS Contract Number Appendix D Sample

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# SAN DIEGO CITY SCHOOLS



MAINTENANCE & OPERATIONS CENTER - 4860 Ruffner St, Room 9, San Diego, CA 92111

(858) 637-6242 FAX (858) 573-5879

FACILITIES MANAGEMENT
Acquisitions Manager

#### **MEMORANDUM**

TO:

FILE

FROM:

Joanne Pilgrim

DATE:

September 25, 2001

SUBJECT:

Minutes of Committee Meeting: 9/21/01

Prequalification of Firms for System Integrator RFI

A screening committee consisting of three District employees (Hemant Powale, Jorge Beltran and Joanne Pilgrim) and two advisors (Bruce Rich and Richard Anderson) reviewed information submitted by 15 firms in response to the District's "Proposition MM Technology Upgrade Program System Integrator Questionnaire" ("Questionnaire"). The committee met to review firm submittals and determine which, if any, firms did not meet the minimum standards set forth in the prequalification Questionnaire. This was the first step in the District's goal to identify those firms most likely to successfully design, procure, install and commission Local Area Networks in the District schools. The successful firms will be invited to submit detailed proposals with further information on their teams, staff, and some preliminary pricing.

The committee members reviewed and rated each firm pursuant to their responses to the criteria outlined in the Questionnaire. After each District panel member rated the firms individually, the committee determined that there were three categories of submittals.

- Rated A- The firm's response to the Questionnaire was complete and detailed.
   These firms demonstrated experience, capacity and an understanding of the needs of the District regarding the LAN System Integration.
- Rated B- Each firm responded to the Questionnaire, but their responses were weaker than the "A" firms. (They lacked some aspect of complete understanding or the information was not as complete as the "A" firms.)
- Rated C- The firms did not respond accurately or completely to the Questionnaire.
   Information was lacking or incomplete, i.e., the firms did not display adequate experience, capacity and/or an understanding of the needs of the District regarding the LAN System Integration.

Memorandum to File September 25, 2001 Page 2

#### A Firms

- IBM
- Pacific Bell
- SAIC

#### B Firms (with comments)

- NEC-Limited experience, \$8M largest project listed, limited staff resumes
- Siemens-Limited K-12 experience.
- Verzion- Submittal poorly organized
- Unisys- Very limited response, limited experience noted
- Sysinct- Primarily a planning and consulting firm, a newer division of IKON an office products company. Limited experience with large scale K-12 projects
- Networld Solutions- Primarily a consulting and project management firm, limited financial capability, \$1.5M largest project
- Network Catalyst- limited size; \$2M largest project, seems to be a consulting and project management firm.
- Vector Resources-Seemed to be primarily a wiring contractor, limited K-12 systems indicated, reference check indicated good performance

Vector Resources was originally rated by the Committee as a "C" firm, but was changed to a "B" for the following reasons: (1) the firm responded to all information requested by the Questionnaire; and (2) Vector has demonstrated good experience and performance on all District projects.

#### C Firms (with comments)

- GE Capital- Very poor submittal, non-responsive (lacked substantial information, no K-12 experience noted).
- Avnet- No active contracts with CMAS. Primarily an OEM reseller. Excellent warehousing, material tracking capability, limited K-12 systems integration experience. Limited California K-12 experience,
- Expa@nets- Non-responsive (no resumes listed); primarily a telephone design and installation firm.
- Network Infrastructure Corp- Not a CMAS contractor. Large E Rate experience but primarily as a wiring contractor. Limited financial capability.

The screening committee disqualified the "C" firms as non-responsive.

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SAN DIEGO UNIFIED SCHOOL DISTRICT

REQUEST FOR INFORMATION FOR CMAS CERTIFIED SYSTEMS INTEGRATORS

RFI Ranking Sheet
REVIEWER: 5+012K

BUSINESS SENSITIVE

October 19, 2001

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FIRM	TECHNICAL PROPOSAL (Completeness of the information presented for the proposed equipment)	TECHNICAL ABILITY (Staff expertise; ability to meet requirements. See Pre- Quelification package)		OVERALL RESPONSIVENESS of the Proposal (purpose, scope and objectives)	CLIENT REFERENCES	BUSINESS PROPOSAL (Consultant's Compensation Requirements)	COMMENTS	TOTAL	RANK
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RFI Ranking Sheet

**BUSINESS SENSITIVE** 

REQUEST FOR INFORMATION FOR CMAS CERTIFIED SYSTEMS INTEGRATORS

October 19, 2001

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RFI Ranking Sheet 10/19/01



#### SAN DIEGO UNIFIED SCHOOL DISTRICT

REQUEST FOR INFORMATION FOR CMAS CERTIFIED SYSTEMS INTEGRATORS

RFI Ranking Sheet
REVIEWER STEUS WELDTING

**BUSINESS SENSITIVE** 

# October 19, 2001

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FIRM	information presented for the proposed equipment)	ABILITY (Staff expertise;	(K-12 experience of the Systems	OVERALL RESPONSIVENESS of the Proposal (purpose, scope and objectives)	CLIENT REFERENCES	BUSINESS PROPOSAL (Consultant's Compensation Requirements)	COMMENTS	TOTAL	RANK
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RFI Ranking Sheet 10/19/01

#### SAN DIEGO UNIFIED SCHOOL DISTRICT

RFI Ranking Sheet
REVIEWER: 1972
BUSINESS SENSITIVE

### REQUEST FOR INFORMATION FOR CMAS CERTIFIED SYSTEMS INTEGRATORS

October 19, 2001

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FIRM	PROPOSAL (Completeness of the information presented for the proposed equipment)	ABILITY (Staff expertise; ability to meet requirements. See Pre-		OVERALL RESPONSIVENESS of the Proposal (purpose, scope and objectives)	CLIENT REFERENCES	BUSINESS PROPOSAL (Consultant's Compensation Requirements)	COMMENTS	TOTAL	RANK
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Sysinct	40	16	16	8				80	
Unisys	49	19	/O,.	7			•	24	85
Vector	46	18	20	8				92	
Verizon	48	19	19	9				95	

RFI Ranking Sheet 10/19/01

SAN DIEGO UNIFIED SCHOOL DISTRICT

RFI Ranking Sheet

REVIEWER:

**BUSINESS SENSITIVE** 

10/19/0)

REQUEST FOR INFORMATION FOR CMAS CERTIFIED SYSTEMS INTEGRATORS

October 19, 2001

	1		3	4	5	6				ـ ا
	TECHNICAL PROPOSAL (Completeness of the information presented for the proposed equipment)	TECHNICAL ABILITY (Staff expertise; ability to meet requirements. See Pre- Qualification package)	PAST PERFORMANCE (K-12 experience of the Systems Integrator with proposed hardware on similar projects)	OVERALL RESPONSIVENESS of the Proposal (purpose, scope and objectives)	CLIENT	BUSINESS PROPOSAL (Consultant's Compensation Requirements)	NOTE: RECOMMEND Break POINT = LESTHON 86  6 FIRMS to move to mext well perationism			RECOMPLEGOED
IRM				1			COMMENTS	TOTAL	RANK	Ø.
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RFI Ranking Sheet 10/19/01

RICK CARLTON

Stevelle DOMN >

BUSINESS SENSITIVE For Internal Use Only



#### Joanne Pilgrim

From:

Evan Leslie [eleslie@mail.sandi.net]

Sent:

Monday, January 14, 2002 9:14 AM

To:

sstark@mail.sandi.net

Cc:

jpilgrim@mail.sandi.net

Subject: Here's the sample document

TO:

File

FROM:

Evan Leslie

SUBJECT:

Minutes of Final Screening Committee Meeting: 10/31/2001

A final screening committee consisting of three District employees (Evan Leslie – Project Engineer, Brian Bowles – Data Communications Analyst and Mike Casey – Institute Coordinator) and two advisors (Bruce Rich – JFI Consultant and Jim Dodge – former assistant director of district's IT department) reviewed information submitted by 6 firms in response to the district's Technology RFI (of 15 firms responding, 4 firms did not meet the qualification requirements. Of the 11 remaining firms, the top 6 firms screened by the technical screening committee were considered in this final screening). The committee met to review submittals and select 4 of the 6 firms to design, procure, install and commission Local Area Networks in the District schools.

As described on page 11 of 18 of the RFI, the two criteria used in this final selection are 1) Client references and 2) Pricing Approach.

#### **Client References**

After each panel member reviewed the responses from each firm, the committee rated the references of each of the firms alphabetically as follows:

- Rated A The firms obtained all excellent recommendations from the references called
- Rated B The firms obtained above-average recommendations from the references called
- Rated C The firms obtained average recommendations from the references called
- Rated D The firms obtained poor recommendations from the references called

The committee members then allocated the 20 points for this category, corresponding to the types of references each firm received:

A Firms
Vector (19)

B Firms

Pacific Bell (12)

C Firms



SAIC (10) IBM (7) Verizon (7)

D Firms NEC (3)

#### **Pricing Approach**

After each panel member reviewed the responses from each firm individually, the committee rated the business proposal of each firm alphabetically as follows:

- Rated A The firms were significantly better than the average cost.
- Rated B The firms were better than the average cost.
- Rated C The firms were near the average cost.
- Rated D The firms were higher than the average cost.
- Rated E The firms were much higher than the average cost.
- Rated F The firms were significantly higher than the average price.

The committee members then allocated the 30 points for this category, corresponding to each firm's response:

A Firms

None

**B** Firms

None

C Firms

**NEC (20)** 

Pacific Bell (20)

**SAIC (20)** 

Verizon (20)

IBM (20)

D Firms

Vector (10)

E Firms

None

F Firms

None

Using the above criteria, the result of the final screening committee is as follows:

Pacific Bell (1)

**SAIC (2)** 

Verizon (3)

Vector (4)



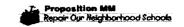
IBM (5) NEC (6)

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## SAN DIEGO CITY SCHOOLS



MAINTENANCE & OPERATIONS CENTER ANNEX, RM. 10 – 4860 Ruffner St, San Diego, CA 92111-1522

(858) 637-6242 FAX (858) 573-5856

FACILITIES MANAGEMENT Acquisitions and Asset Management

January 24, 2003

Mr. Gene Bild SBC 4229 Ponderosa Ave, Suite A. San Diego, CA 92125

Dear Mr. Bild:

Subject: Request for pricing, Year 6 Erate Schools (80%)

Reference: Agreement C-6365 dated December 11, 2002

In accordance with the above-referenced Agreement, the District is requesting pricing for Year 6 Erate Schools as listed below:

<u>School</u>	<u>Type</u>
Cadman	Elementary
Dewey	Elementary
Field	Elementary
Hancock	Elementary
Kearny	High School
Jones	Elementary
Muir	Alternative
Oak Park	Elementary
Rolando	Elementary
Ross	Elementary

This information shall be provided as outlined in Appendix A which is attached hereto. The System Integrator shall provide pricing for each of the three parts. Pricing should include taxes, shipping or other applicable costs.

Mr. Bild January 24, 2003 Page 2

#### **Appendix A "Cost Sheet"**

The System Integrator shall complete the site specific cost sheets as outlined in this Appendix. Costs shall be accounted for separately in each part as follows:

Services	Agreement Section
Part I Non-Hardware Elements	40
As Built Documentation	10
Project Management	3.a.
Part II Active Hardware LAN Equipment	3., 3.d.(2).
Part III Infrastructure Verification	
Site Survey/Verification	3.c.
Acceptance Testing	3.c.
Cabling Testing	3.d.(4)., 3.d.(5).

Actual count of switches must be verified during the site survey.

### **Services Not Included**

Pricing for the following items shall not be provided as part of this request:

<u>Services</u>	Agreement Reference
IP Addressing Development	3. b.
Network Management	3. d. (3).
Asset Management System	3. d. (1). 5 (2 <sup>nd</sup> and 3 <sup>rd</sup> yr.)
Maintenance	5 (2 <sup>nd</sup> and 3 <sup>rd</sup> yr.)
Training	7

Please provide your response via email to Jim Dodge at 4860 Ruffner Street, Annex Room 12, by 4:00 P.M. on or before January 30, 2003.

If you have any questions, please call Jim Dodge, Senior Technology Specialist at (858) 637-3688.

Sincerely,

Joanne Pilgrim Contract Specialist



# SAN DIEGO CITY SCHOOLS



MAINTENANCE & OPERATIONS CENTER ANNEX, RM. 10 - 4860 Ruffner St, San Diego, CA 92111-1522

(858) 637-6242 FAX (858) 573-5856 FACILITIES MANAGEMENT Acquisitions and Asset Management

November 25, 2002

Mr. Kevin Lawler International Business Machines 4660 La Jolla Village Dr., Suite 300 San Diego, CA 92122

Dear Mr. Lawler:

Subject: Request for pricing, Year 6 Erate Schools

Reference: Agreement C-6472 dated June 11, 2002

In accordance with the above-referenced Agreement, the District is requesting pricing for Year 6 Erate Schools as listed below:

School Type Elementary Adams Elementary Bayview Elementary **Brooklyn High School** Crawford Elementary Darnall Elementary Encanto Elementary **Florence** Elementary Fremont Elementary **Fulton** Elementary Hamilton Elementary Jefferson Elementary Johnson Elementary Kennedy Elementary Knox Elementary Linda Vista Elementary Linda Vista Annex High School Lincoln Elementary Marshall Elementary McKinley Paradise Hills Elementary **Perkins** Elementary Elementary Rowan

Mr. Lawler November 25, 2002 Page 2

Sherman	Elementary
Valencia Park	Elementary
Washington	Elementary

This information shall be provided as outlined in Appendix A which is attached hereto. The System Integrator shall provide pricing for each of the three parts. Pricing should include taxes, shipping or other applicable costs.

#### Appendix A "Cost Sheet"

The System Integrator shall complete the site specific cost sheets as outlined in this Appendix. Costs shall be accounted for separately in each part as follows:

Services	Agreement Section
Part I Non-Hardware Elements As Built Documentation Project Management	10 3.a.
Part II Active Hardware LAN Equipment	3., 3.d.(2).
Part III Infrastructure Verification Site Survey/Verification Acceptance Testing Cabling Testing	3.c. 3.c. 3.d.(4)., 3.d.(5).

Actual count of switches must be verified during the site survey.

#### **Services Not Included**

Pricing for the following items shall not be provided as part of this request:

<u>Services</u>	Agreement Reference
IP Addressing Development	3. b.
Network Management	3. d. (3).
Asset Management System	3. d. (1).
Maintenance	5 (2 <sup>nd</sup> and 3 <sup>rd</sup> yr.)
Training	7

Mr. Lawler November 25, 2002 Page 3

As you are aware no work on the listed schools may begin before July 1, 2003.

Please provide five copies of your response to Jim Dodge at 4860 Ruffner Street, Annex Room 12, by 4:00 P.M. on or before December 15, 2002.

If you have any questions, please call Jim Dodge, Senior Technology Specialist at (858) 637-3688.

Sincerely,

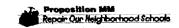
Joanne Pilgrim Contract Specialist

Enclosure: Appendix A

cc: Chuck Brown, Evan Leslie, Joanne Pilgrim



# SAN DIEGO CITY SCHOOLS



MAINTENANCE & OPERATIONS CENTER ANNEX, RM. 10 - 4860 Ruffner St, San Diego, CA 92111-1522

(858) 637-6242 FAX (858) 573-5856 FACILITIES MANAGEMENT Acquisitions and Asset Management

November 25, 2002

Mr. Thomas Griffin Science Applications International Corporation 10260 Campus Point Dr. San Diego, CA 92121

Dear Mr. Griffin:

Cabaal

Subject: Request for pricing, Year 6 Erate Schools

Reference: Agreement C-6366 dated December 11, 2001

In accordance with the above-referenced Agreement, the District is requesting pricing for Year 6 Erate Schools as listed below:

Typo

<u>School</u>	<u>l ype</u>
Adams	Elementary
Bayview	Elementary
Brooklyn	Elementary
Crawford	High School
Darnall	Elementary
Encanto	Elementary
Florence	Elementary
Fremont	Elementary
Fulton	Elementary
Hamilton	Elementary
Jefferson	Elementary
Johnson	Elementary
Kennedy	Elementary
Knox	Elementary
Linda Vista	Elementary
Linda Vista Annex	Elementary
Lincoln	High School
Marshall	Elementary
McKinley	Elementary
Paradise Hills	Elementary
Perkins	Elementary
Rowan	Elementary

Mr. Griffin November 25, 2002 Page 2

Sherman	Elementary
Valencia Park	Elementary
Washington	Elementary

This information shall be provided as outlined in Appendix A which is attached hereto. The System Integrator shall provide pricing for each of the three parts. Pricing should include taxes, shipping or other applicable costs.

#### **Appendix A "Cost Sheet"**

The System Integrator shall complete the site specific cost sheets as outlined in this Appendix. Costs shall be accounted for separately in each part as follows:

Services	Agreement Section
Part I Non-Hardware Elements	40
As Built Documentation	10
Project Management	3.a.
Part II Active Hardware LAN Equipment	3., 3.d.(2).
Part III Infrastructure Verification	
Site Survey/Verification	3.c.
Acceptance Testing	3.c.
Cabling Testing	3.d.(4)., 3.d.(5).

Actual count of switches must be verified during the site survey.

#### **Services Not Included**

Pricing for the following items shall not be provided as part of this request:

<u>Services</u>	<u>Agreement Reference</u>
IP Addressing Development	3. b.
Network Management	3. d. (3).
Asset Management System	3. d. (1).
Maintenance	3. d. (1). 5 (2 <sup>nd</sup> and 3 <sup>rd</sup> yr.)
Training	7